

ODP 2053-77  
13 OCT 1977

MEMORANDUM FOR: Acting Deputy Director for Administration

ATTENTION : Senior Training Officer, ODA

SUBJECT : Panel Members for Brookings Conference

REFERENCE : Your memo dtd 7 Oct. 77, subject: Proposed revision of Briefing Format for Brookings Institution Sponsored "Conference of Business Executives on Federal Government Operations" (OD/A 77-5463)

Clifford O'Day, Jr.

Att: Reference

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O/D/ODP, [REDACTED] ee/10-13-77

7 OCT 1977

ODP # 2035-7

MEMORANDUM FOR: Director of Communications  
Director of Data Processing  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training  
Career Management Officer, DDA

FROM : Michael J. Malanick  
Acting Deputy Director for Administration

SUBJECT : Proposed Revision of Briefing Format for  
Brookings Institution-Sponsored  
"Conference of Business Executives on  
Federal Government Operations"

REFERENCE : Memo to DDI; DDO; DDS&T and Acting DDA  
from Acting DDCI, dtd 17 Sept 1977;  
Same Subject

1. On 23 September 1977, the Acting DDCI approved the inauguration of an experimental revision of the briefing format for the Brookings Institution-sponsored "Conference of Business Executives on Federal Government Operations."

2. Deputy Directors and Associate Deputy Directors will continue to serve as the hosts-moderators of these luncheon briefings. However, the change in format is to have the host give a 15-minute general introduction, following which there will be a 45-minute discussion period. Additionally, there is being established in the Office of Training a roster of Agency officers who will be asked to participate in these luncheon briefings. These individuals are to be chosen from a wide range of Agency officers rather than a rotating panel of component

chiefs as has been the practice in the past. Panel members will serve as table hosts at the luncheons, as well as participate in the follow-on business meeting. Aside from achieving a more informal and open atmosphere, the intent of this new approach is to have the panel, rather than the host, answer all questions, except those notably "sticky". Experience indicates that the business executives attending these conferences are interested in a variety of topical subjects, as well as those relating to the role of intelligence in national security and the development of foreign policy. Panel members will be expected to answer questions and/or volunteer insight into these areas of interest.

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3. To assist the Office of Training, each addressee is requested to nominate two officers whose names will be forwarded to the Office of Training as future panel members, [REDACTED] OTR Special Programs Officer, will continue to manage this program; and will, circumstances permitting, notify individual panel members as far in advance as possible the date(s) he/she has been scheduled for a briefing. For your information, the dates of the scheduled Brookings briefings for 1977-78 are listed in paragraph 6 of referent memorandum.

4. Please forward the names of your candidates to the Senior Training Officer, DDA, not later than Friday STATINTL 14 October 1977.

[REDACTED]  
Michael J. Malanick

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Attachment

CMO-DDA: [REDACTED] js (4 October 1977)

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97-2318

17 SEP 1977

MEMORANDUM FOR: Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Acting Deputy Director for Administration

FROM: John F. Blake  
Acting Deputy Director of Central Intelligence

SUBJECT: Proposed Revision of Brookings Briefing  
Format

1. The Director of Training proposes a revision in the format of the briefing program for the Brookings Institution-sponsored Conference of Business Executives on Federal Government Operations. I regard this as an experiment worth trying but will consider further revision if, in consultation with you and with Brookings, it is found that this less formal system is not working. I will welcome your comments.

2. The Brookings program will continue to consist of a luncheon from 1200-1255 in the Executive Dining Room followed by a briefing in the DCI Conference Room from 1300-1400, a reduction of 20 minutes.

3. The Deputy Directors and Associate Deputy Directors are again asked to host the luncheon briefings. You are relieved, however, of the obligation to handle the major part of the briefing, serving primarily as moderator of a 45-minute discussion period. After the usual cautionary statements at the beginning (that the briefing is unclassified but off the record), you would provide a very general introduction of not more than 15 minutes to the Intelligence Community and thereafter seek to direct a discussion that will enlighten the visitors on the role of intelligence in national security and in the development of foreign policy.

4. Instead of employing a rotating panel of component chiefs, "discussants" will be chosen for each event from a wider range of Agency officers by the Office of Training in consultation with your Senior Training Officers or other designees. The discussants, who will also serve as table

SUBJECT: Proposed Revision of Brookings Briefing Format

hosts at the luncheon, will disperse around the conference room and participate actively in the discussion as it progresses, either to answer questions or volunteer insight into the intelligence business. The intent of the plan, aside from achieving a more informal and open atmosphere than has been the case in the past, is to have the discussants, rather than the host, answer all questions except those notably "sticky." It is also hoped that a discussant group can be assembled capable of responding to the visitors' topical interests.

5. The host's brief introduction will be expected to cover the following subjects but only in the sketchiest form: (a) the chief intelligence functions; (b) the basic responsibilities of the member agencies of the Intelligence Community; (c) the role of the DCI; (d) oversight; and (e) the relationship of the Intelligence Community to the National Security Council. He would concentrate on the latter relationship in its substantive, not structural, aspects. The visitors will be invited to ask questions on organizational as well as substantive matters, and Brookings will be alerted in advance to the expertise available in the panel.

6. The dates of the Brookings luncheon briefings for 1977-1978 are as follows:

<u>1977</u>	<u>1978</u>
23 September	3 February
7 October	3 March
18 November	17 March
9 December	14 April
	5 May
	9 June
	30 June

SUBJECT: Proposed Revision of Brookings Briefing Format

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7. This program will continue to be managed by the Office of Training Special Programs Officer, [REDACTED] [REDACTED] who will be inviting your participation as host-moderator from time to time and will be seeking the counsel of your Senior Training Officers or your designees in the selection of discussants. This briefing program should provide valuable experience to the discussants in dealing with a group of business executives from major corporations which have often been avenues of support to us in the past and may well be in the future.

8. I have authorized inaugurating the experiment on 23 September.

/s/ John F. Blake  
John F. Blake

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